

**CITY OF MILPITAS
RECYCLING AND SOURCE REDUCTION
ADVISORY COMMISSION MEETING
JANUARY 25, 2005 7:00 P.M.
457 E. CALAVERAS BLVD, MILPITAS CA 95035
ROOMS 7 & 8**

I. ROLL CALL

II. APPROVAL OF THE MINUTES: October 26, 2004

III. PUBLIC INPUT

Members of the audience are invited to address the Recycling and Source Reduction Advisory Committee on any subject not on tonight's agenda. Speakers must state their name and address for the Secretary's record, and limit their remarks to under two minutes. As an item not on the agenda, no response is required of City staff or the Committee; however, the Committee may place the item on the agenda for a future meeting.

IV. ANNOUNCEMENTS

V. APPROVAL OF AGENDA

VI. OLD BUSINESS

1. DIVERSION RATE UPDATE
2. MIDTOWN RECYCLING UPDATE

VII. NEW BUSINESS

1. ELECTION OF OFFICERS
2. RECYCLING IN CITY PARKS
3. PUBLIC WORKS SCRAP METAL
4. NEW BFI CONTRACT
5. NEW LIBRARY NAME

VIII. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES

IX. ROUNDTABLE / ANNOUNCEMENTS

1. 2005 COMMISSIONER'S RECOGNITION DINNER
2. SB 20/50 ELECTRONIC WASTE RECYCLING ACT

X. FUTURE AGENDA ITEMS

XI. ADJOURNMENT

VI. OLD BUSINESS

1. DIVERSION RATE UPDATE

BACKGROUND: The California Integrated Waste Management Board (CIWMB) announced in late December 2004 that both the 2003 diversion rate calculation factors and calculator were available. The 2003 taxable sales data and industrial employment figures, both important factors in the diversion rate calculation, were previously unavailable and prevented completion of the report. Upon the data release, jurisdictions were encouraged to calculate their respective diversion rates and complete their annual report.

The estimated 2003 diversion rate for Milpitas is 39%. This is a significant reduction from the previous year's diversion which was 47% and below the State-mandated goal of 50%. The diversion calculation includes several economic factors, and Milpitas' decreasing taxable sales and employment figures greatly influenced the resulting rate. Based upon preliminary calculations, the Milpitas decrease is similar to other Santa Clara County cities (11 out of 16 cities in Santa Clara county experienced declining rates). The City expects to submit the 2003 annual report prior to the March 1, 2005 deadline.

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. MIDTOWN RECYCLING UPDATE

BACKGROUND: An early review of the draft Midtown Plan revealed that recycling receptacles appeared to have been excluded in the proposed drawings. The City currently does not offer recycling at public spaces such as streets and parks. Commissioner Andrade-Bunnell offered to draft and submit a formal request to the Planning Department regarding this oversight. The Planning Department has since confirmed that chosen receptacles for the Midtown Area can accommodate recycling, provided the City initiated its own collection program.

RECOMMENDATION: Discuss as needed. Note receipt and file.

VII. NEW BUSINESS

1. ELECTION OF OFFICERS

BACKGROUND: The existing RSRAC bylaws state that a Chair and Vice Chair are to be selected annually at the first meeting of the year for a term of one year. The Chair is responsible for calling to order and presiding over all sessions. The Vice Chair assumes the Chair's duties in his/her absence.

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. RECYCLING IN CITY PARKS

BACKGROUND: At the last commission meeting, it was suggested that recycling at City parks should be explored as a means of improving the city's diversion rate. The City had previously identified concerns with the ability to accommodate this new service at the current staffing level. Staff was requested to discuss the possibility of allowing the general public to collect the recycling material from City parks and return to buy-back centers. A Public Works (PW) staff member will be available to answer questions.

RECOMMENDATION: Discuss as needed. Note receipt and file.

3. PUBLIC WORKS SCRAP METAL

BACKGROUND: At the last commission meeting, there was a request for information on the end-use of scrap metal generated or obtained by PW. A PW staff member will be available to answer questions.

RECOMMENDATION: Discuss as needed. Note receipt and file.

4. NEW BFI CONTRACT

BACKGROUND: In November 2004, City Council approved amendments to the solid waste and yard trimmings agreements. This action resulted in several new changes, summarized as follows:

General: Both agreements were extended for an additional 10 years until September 5, 2017, with street sweeping services provided through the 2008 calendar year at no cost, and implemented residential and commercial rate adjustments.

New Collection Services and Upgrades: Single stream recycle collection for single family customers to begin Feb. 2006; and, effective in 2005: (10) annual neighborhood clean-up events; (2) annual free bulk service pickups for senior citizens; scout trucks to provide accessibility to confined locations in Midtown and appropriate multi-family residential areas; BFI oversight of the leak proof bin program; late fees for multi-family, mobile home, and commercial customers; ordinance revision to allow City requirement of mandatory push and return subscription by customer based upon (2) prior violations in a calendar year; and, increased educational mini-grant program funding.

RECOMMENDATION: Discuss as needed. Note receipt and file.

5. NEW LIBRARY NAME

BACKGROUND: In October 2004, City Council directed that all City Commissions consider the Council Facilities Naming Subcommittee's recommendations to honor Dr. Martin Luther King, Jr. and Cesar Chavez and report back to the Council. A copy of the October 5, 2004 Council agenda and minutes have been included in the agenda package.

RECOMMENDATION: Discuss as needed. Note receipt and file.

VIII. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES -

BACKGROUND: Recent program work areas since the October 26, 2004 meeting include:

- Coordinated Pollution Prevention Week, Sept. 19 – 25, with the Sept. 18 Milpitas Creek Clean up to include reuse, urban run-off and graffiti abatement messages and referral information (**attachments**). A City Proclamation declaring “P2Week” occurred at the Sept. 7 Council session (**attached**). Outreach included one residential door hanger distribution on Sept. 6, one flyer “wrap” of the Milpitas Post on Sept. 9, one advertisement in the Milpitas Post on Sept. 16, and public service announcements Sept. 1 – 30.

- Produced Municipal Utility Bill insert (all bill cycles: Sept. 27 – Nov. 15) announcing the collection schedules for Thanksgiving and holiday tree recycling (Jan. 3 – 14, 2005), which also provided space for graffiti abatement referral (**attached**).
- Combined America Recycles 2004 (a national campaign to recognize America Recycles Day) and holiday source reduction messages (a countywide campaign) to produce citywide residential mailer (**attached**);
- Monitored BFI “Mini-Grant” awards of \$3,500 to 7 elementary schools.
- Conducted Spangler School Beautification event on Sat., Oct. 23.
- Participated with City’s Harvest Festival on Oct. 16 at Cardoza Park to include recycling services and source reduction ideas for the holidays;
- Reviewed BFI street sweeping advertising and public service announcements (**attached**);
- Monitored and reviewed advertisements and public service announcements for BFI holiday schedule, Jack Emory Toy & Food Drive, and holiday tree recycling participation;
- Participated in BayROC Junk Mail Campaign with advertising (**attached**) and radio placements.
- Conducted City/BFI monthly coordination meetings, including tracking response and resolution for agenda items;
- Attended County Public Education Subcommittee meetings;
- Attended County Solid Waste TAC meetings.

RECOMMENDATION: Note receipt and file.

IX. ROUNDTABLE / ANNOUNCEMENTS

1. **2005 COMMISSIONER’S RECOGNITION DINNER** – Scheduled for Wednesday, April 20, 2005 at Embassy Suites in Milpitas. Per survey results, commissioner gifts to be donated to the City’s Recreation Assistance Program (RAP).
2. **SB 20/50 ELECTRONIC WASTE RECYCLING ACT**– Effective as of January 1, 2005. Electronic waste recycling fee collection on Plasma televisions and Liquid Crystal Display televisions effective as of July 1, 2005.

X. FUTURE AGENDA ITEMS

XI. ADJOURNMENT

**NEXT REGULARLY SCHEDULED COMMITTEE MEETING
TUESDAY, APRIL 26, 2005, AT 7:00 P.M.**

RSRAC January 25, 2005

Agenda Packet Materials

1. Agenda January 25, 2005
2. Unapproved Minutes for October 26, 2004
3. Item #1: Preliminary 2003 Diversion Report
4. Item #2: RSRAC Bylaws
5. Item #3: October 5, 2004 Council Agenda Item #8 report and minutes.
6. Item #4: Staff Activities: Miscellaneous attachments.

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RECYCLING AND SOURCE REDUCTION
ADVISORY COMMISSION MEETING
APRIL 26, 2005 7:00 P.M.
457 E. CALAVERAS BLVD, MILPITAS CA 95035
ROOMS 7 & 8**

I. ROLL CALL

II. APPROVAL OF THE MINUTES: January 25, 2005

III. PUBLIC INPUT

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IV. ANNOUNCEMENTS

V. APPROVAL OF AGENDA

VI. OLD BUSINESS

1. MIDTOWN RECYCLING UPDATE
2. RECYCLING AT YOUTH SPORTS EVENTS UPDATE
3. 2003 BASE YEAR STUDY UPDATE
4. ILLEGAL SCAVENGING

VII. NEW BUSINESS

1. NEIGHBORHOOD CLEAN-UP
2. 2005 COMPOST GIVEAWAY
3. COMMISSION PARTICIPATION IN JULY 4, 2005 PARADE

VIII. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES

IX. ROUNDTABLE / ANNOUNCEMENTS

X. FUTURE AGENDA ITEMS

XI. ADJOURNMENT

VI. OLD BUSINESS

1. MIDTOWN RECYCLING UPDATE

BACKGROUND: Formal e-mail request by commission to be submitted to the Planning department regarding recycling in the Midtown project.

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. RECYCLING AT YOUTH SPORTS EVENTS UPDATE

BACKGROUND: At the October 26, 2004 meeting, a suggestion was made to include recycling at City parks as a means of improving the city's diversion rate. The City had previously identified concerns with the ability to accommodate a new service at the current staffing level. Staff was requested to explore the possibility of allowing the general public to collect recycling material from City parks and return to buy-back centers.

At the January 25, 2005 meeting, the feasibility of recycling containers in public parks as a means of capturing recyclable material was explored. However, due to staffing level constraints, it was suggested that recyclables would be made available to the public to bring to buy-back centers. Another proposal was to allow youth sports teams an opportunity to collect recyclables and keep the deposit earnings. Staff was requested to make the appropriate inquiries.

In follow-up discussions on recycling at youth sporting events, staff was able to determine that the pilot program would be limited to fall sports events at the Sports Center playing fields. BFI agreed to donate cardboard recycling containers.

In February 2005, recreation staff met with PAL coordinators to discuss recycling at youth sporting events. Recreation staff learned that although recycling containers could be included in sporting events, there was no interest in collecting and using the material for fundraising. Soft drinks are currently dispensed in non-recyclable, disposable, plastic cups. CRV (California redemption value) plastic bottles are too expensive and constitute a lower profit margin. Staff requested additional information on the amount of CRV material sold at the events to determine potential financial incentive.

In March 2005, recreation staff learned from a meeting with PAL coordinators that:

- 1) Each group operates approximately 10-12 weeks per season (baseball, football and soccer).
- 2) Groups use Coca Cola products. The only CRV products sold are athletic drinks (Power Aid) and water (Desani).
- 3) Groups report selling between 6-8 cases of CRV redeemable product per week (144 - 192 CRV bottles per week).
- 4) Groups can assist with promoting recycling effort but are uninterested in collecting the material.
- 5) Groups report scavenging from City garbage cans.
- 6) Due to the current large profit margin on carbonated drink sales (i.e. those sold in non-recyclable cups), they are uninterested in selling cans/bottles. Profits from drink sales are part of the fundraising efforts.

Based upon the above information, staff estimates that recycling of CRV bottles would generate between \$72 (10 weeks x 144 bottles/week x \$0.05/bottle) and \$115 (12 weeks x 192

bottles/week x \$0.05/bottle). However, a collector for these items has still not been identified upon which this program would hinge.

RECOMMENDATION: Discuss as needed. Note receipt and file.

3. 2003 BASE YEAR STUDY UPDATE

BACKGROUND: Staff met with a California Integrated Waste Management Board (CIWMB) representative and BFI staff on February 2 and March 31, 2005 to calculate a new base year. Additional research is required prior to a final submittal. Tentative calculations determined that the new diversion would be over 50%.

RECOMMENDATION: Discuss as needed. Note receipt and file.

4. ILLEGAL SCAVENGING UPDATE

BACKGROUND: In December 2002, an action plan was created by City staff to address scavenging of residential curbside recyclables. Residents are directed to call 586-2400 (police business phone) when scavenging is observed. The police department has responded to 42 calls and issued 3 citations since the program's inception. The police have within the last month extended its outreach efforts on scavenging throughout the residential portion of the city. Beat officers on duty are now instructed to take the appropriate action upon sightings of illegal scavenging. First time offenders are issued a warning and provided with an illegal scavenging flyer. If the violator has a previous report on file indicating that a warning has been issued and if the officer has a provable violation (e.g. direct observation, admission, etc.) then a citation is issued.

RECOMMENDATION: Discuss as needed. Note receipt and file.

VII. NEW BUSINESS

1. NEIGHBORHOOD CLEAN-UP EVENTS

BACKGROUND: BFI, Milpitas Unified School District (MUSD) and City staff coordinated efforts for the first annual neighborhood clean up events. The City has been divided into key residential areas, with a drop-off location for each area. Bin locations where trash and recycle material drops can occur for each area are either city parks or school parking lots. Outreach activities include radio, cable TV, newspaper advisories, and residential door hangers with drop off location information prior to each neighborhood event.

The first of five free neighborhood events was conducted on Saturday, April 9th, at Thomas Russell Middle School and Rancho Milpitas Middle School. The event went smoothly with a total of 105 participants. 37 at Russell Middle School and 68 at Rancho Middle School. BFI collected 0.13 tons of clean wood and 11.74 tons of trash.

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. 2005 COMPOST GIVEAWAY EVENT

BACKGROUND: The annual compost giveaway was held on Saturday, April 2, at Newby Island. Single-family households received a coupon, wrapped around March 17 thrown editions of the Milpitas Post, for two free bags of compost. Coupons were also available on the City's web site. At the event, 773 coupons were redeemed and 1,546 compost bags were distributed. A "second chance" giveaway was conducted on April 16.

RECOMMENDATION: Discuss as needed. Note receipt and file.

3. COMMISSION PARTICIPATION IN JULY 4, 2005 PARADE

BACKGROUND: A parade has been scheduled to take place this year to celebrate Milpitas and the Fourth of July. It is a local, non-judged/non-sanctioned parade. City commissioners along with local businesses and organizations are encouraged to participate in this event. Deadline for entries is June 7, 2005 and must be submitted to the Milpitas Recreation Services.

RECOMMENDATION: Discuss as needed. Note receipt and file.

VIII. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES

BACKGROUND: Recent program work areas include the following:

- Formatted outreach schedule for Commercial Recycling Program.
- Began outreach planning for mercury-containing products.
- Wrote & produced articles for City Newsletter about recycling efforts and odor reporting process.
- Additional odor process outreach included a flyer was inserted in the March 24 edition of the *Milpitas Post*, and an advertisement appears in the spring edition of the *Milpitas Connection*.
- Updated & mailed Household Dump Day flyer to all Milpitas residents.
- Concluded BayRoc Junk Mail Reduction Campaign. This regional campaign included all nine Bay Area Counties, generated more than 30,000 requests for kit mailings, and achieved more than 125,000 "hits" to the campaign's website, www.stopjunkmail.org.
- Recycling assemblies continued at MUSD elementary schools.
- Two elementary level science classes (4th – 6th grades) visited Gil Park for "Kids in Creeks" tours hosted by Utilities Maintenance staff.
- Compost Giveaway event on April 2 was a success with support of Public Works, Utility Engineering, and BFI staff. A "coupon wrap" appeared in thrown editions of the *Milpitas Post* of March 17, the coupon flyer was placed and City public counters, and information was placed on the home page of the City's website, KMLP-15 & 1620AM.
- "2nd Chance" Compost Giveaway was conducted April 16 at the scale house of the Newby Island Landfill. Flyers were placed and City public counters, and information was placed on the home page of the City's website, KMLP-15 & 1620AM.
- Coordinated Compost Workshop locations and advertising with County Staff (3rd Saturdays, March – October, at the Art Room of the Temp. Senior Center).
- Coordinated Tire Amnesty Day event information and outreach with County staff. This tire turn-in event is funded by the California Integrated Waste Management Board and accepts up to 4 regular tires (no rims) on Sat., April 30. Doorhanger was distributed on Mon., April 11 & ads appeared in the Milpitas Post April 14, 21, & 28. Appointments are available by calling the County's HHW Hotline at 299-7300.
- Began planning outreach for single-stream recycling conversion.
- Conducted training session with BFI Customer Service staff on Wed., April 13.

- Participated with representation at Technical Advisory Committee meetings.
- Participated with representation at Public Education Subcommittee meetings.
- Participated with representation at Household Hazardous Waste Subcommittee meetings.
- Continued monthly coordination meetings with BFI Waste Services and tracked service issues and planning expectations

RECOMMENDATION: Note receipt and file.

IX. ROUNDTABLE / ANNOUNCEMENTS

X. FUTURE AGENDA ITEMS

XI. ADJOURNMENT

**NEXT REGULARLY SCHEDULED COMMITTEE MEETING
TUESDAY, JULY 26, 2005, AT 7:00 P.M.**

RASRAC April 26, 2005

Agenda Packet Materials

1. Agenda April 26, 2005
2. Unapproved Minutes for January 25, 2005
3. Item #1: Staff Activities: Miscellaneous attachments.

**CITY OF MILPITAS
RECYCLING AND SOURCE REDUCTION
ADVISORY COMMISSION MEETING
JULY 26, 2005 7:00 P.M.
457 E. CALAVERAS BLVD, MILPITAS CA 95035
ROOMS 7 & 8**

I. ROLL CALL

II. APPROVAL OF THE MINUTES: April 26, 2005

III. PUBLIC INPUT

Members of the audience are invited to address the Recycling and Source Reduction Advisory Commission on any subject not on tonight's agenda. Speakers must state their name and address for the Secretary's record, and limit their remarks to under two minutes. As an item not on the agenda, no response is required of City staff or the Commission; however, the Commission may place the item on the agenda for a future meeting.

IV. ANNOUNCEMENTS

V. APPROVAL OF AGENDA

VI. OLD BUSINESS

1. 2003 BASE YEAR UPDATE
2. NEIGHBORHOOD CLEANUP EVENT SUMMARY
3. MISCELLANEOUS UPDATES:
 - MIDTOWN RECYCLING LETTER
 - ILLEGAL SCAVENGING
 - 4th OF JULY PARADE
 - COMMISSIONER BUSINESS CARDS
 - WATER CONSERVATION

VII. NEW BUSINESS

1. SINGLE-STREAM PROGRAM
 - SURVEY RESULTS
 - STATUS UPDATE
2. 2005 HOUSEHOLD HAZARDOUS WASTE EVENT SUMMARY

VIII. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES

IX. ROUNDTABLE / ANNOUNCEMENTS

X. FUTURE AGENDA ITEMS

XI. ADJOURNMENT

VI. OLD BUSINESS

1. 2003 BASE YEAR UPDATE

BACKGROUND: City has submitted documentation to the state's Sustainability and Market Development Committee requesting a 53% diversion rate for the 2003 new base year. In addition, the City provided information showing that it meets the statutory conditions for claiming biomass diversion credit in 2003. With the aforementioned new base year and recommended biomass diversion, the City's 2003 diversion rate would be 54 percent, of which one percent is from biomass diversion. Item pending California Integrated Waste Management Board approval at the July 19 meeting.

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. NEIGHBORHOOD CLEANUP EVENT SUMMARY

BACKGROUND: BFI, MUSD and City staff coordinated efforts for the first annual neighborhood clean up events. The city was divided into key residential areas, with a drop-off location for each area. Bin locations were located in either city parks or school parking lots. Outreach activities included radio, cable TV, newspaper advisories, and residential door hangers with drop off location information prior to each neighborhood event.

There were a total of (5) events occurring on April 9 & 23, May 14 & 28 and June 11. The events attracted a total of 542 participants, collected 17.62 tons of clean wood & metal and 35.7 tons of garbage.

RECOMMENDATION: Discuss as needed. Note receipt and file.

3. MISCELLANEOUS UPDATES:

- **MIDTOWN RECYCLING LETTER**
- **ILLEGAL SCAVENGING,**
- **4th OF JULY PARADE**
- **COMMISSIONER BUSINESS CARDS**
- **WATER CONSERVATION**

BACKGROUND: Update on the following miscellaneous items:

Midtown Recycling Letter: Final revision submitted for review and signature approval. Item included in packet.

Illegal Scavenging: Police department awaiting confirmation from Traffic Court regarding penalties assessed to violators.

4th of July Parade: RSRAC banner constructed and displayed on BFI's antique garbage truck.

Commissioner Business Cards: Process under review by the City Manager's office.

Water Conservation: Milpitas Municipal Code (MMC) Chapter 6 Section 3.03 Prohibits "service of water by any restaurant except upon the request of a customer." Item included in packet.

RECOMMENDATION: Discuss as needed. Note receipt and file.

VII. NEW BUSINESS

1. SINGLE-STREAM PROGRAM UPDATE

- **SURVEY RESULTS**

- **STATUS UPDATE**

BACKGROUND: Single-stream recycling is the consolidation of multiple recycle tubs into a single container where newspaper, glass bottles/jars, corrugated cardboard, bimetal and aluminum cans and plastic containers numbers 1 through 7 may be commingled. Commingled recycling can increase residential solid waste diversion due to greater convenience since sorting and separate handling of recyclable items is avoided.

Combined single-family residential recycle collection using 64-gallon wheeled carts is currently scheduled for March 2006. During calendar year 2005, BFI will coordinate with residents for the conversion from the three 15-gallon tubs to a 64-gallon wheeled cart. Residents will be offered the option of keeping the tubs or turning the tubs in to BFI for reuse or recycling. BFI will determine and provide appropriate service alternatives for areas unable to use wheeled carts.

Based upon a survey conducted by BFI on June 16, 2005, the following was selected:

Program Name: Milpitas Recycles!

Cart/Lid Color: Blue cart/Gray lid

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. HOUSEHOLD HAZARDOUS WASTE EVENT SUMMARY

BACKGROUND: On June 25, 2005, the annual Household Hazardous Waste (HHW) event was held at the Milpitas High School. This mobile event, organized through the County's HHW program in conjunction with hosting jurisdictions, allows a safe disposal alternative for residential hazardous waste. The event attracted 511 total participants of which 226 were Milpitas residents. A total of 40,387 lbs. of hazardous waste was collected. In comparison, the 2004 event was attended by 431 total participants of which 254 were residents.

RECOMMENDATION: Discuss as needed. Note receipt and file.

VIII. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES

BACKGROUND: Recent program work areas include the following:

- Began planning of the School Beautification Event at Curtner Elementary, scheduled for October 22, 2005 from 9 a.m. to 2 p.m. Activities include planting trees and flowers, litter pick-up, and other beautification tasks.
- Promoted June 25, 2005, HHW event with advertising placed in the Milpitas Post June 9, 16, 23, and a citywide residential doorhanger distributed June 13 (attachments). Outreach also included City media and web site.
- Created attached neighborhood set-out notice. Milpitas Volunteer Partners began applying a courtesy notice to residential recycling and garbage containers left out longer than 12 hours after a collection day. The notice is a sticker that provides information on proper set outs and times. It is removable so customers may reapply the label to containers or elsewhere within a home or garage. The Pines neighborhood is the first area to receive this information.

- Residents received attached doorhanger July 11 - 13, 2005. One side is an advisory on odor reporting and the reverse provides a neighborhood street sweeping schedule for July 2005 through February 2006. During March 2006, new single mixed recycled service pickups will take effect, and an updated street sweeping calendar will be distributed. Additional Leaf Pick-up information will be provided during October 2005.
- Concluded first of two phases targeting commercial recycling businesses in two categories: retention and potential customers. Almost 800 Milpitas businesses received a "recycling kit" this week. This device provides information and support materials to help business managers and owners start or continue recycling.
- Began work on Commercial Recycling Program newsletter to follow as second phase of summer outreach. Newsletter will be mailed to all businesses.
- Prepared attached milestones chart to implement Single Stream Recycling Program and first of two mailings announcing program and opportunity to choose one of two cart sizes (64 or 96-gallon).
- Continued promoting Home Composting classes to the residents of Milpitas.
- Continued participation on City task force regarding code enforcement of solid waste and urban run off matters.
- Continued internal battery recycling program. Over 600 pounds of batteries were recycled in 2004, almost the same weight as in 2003.
- Participated with representation at Technical Advisory Committee meetings.
- Participated with representation at Public Education Subcommittee meetings.
- Participated with representation at Household Hazardous Waste Subcommittee meetings.
- Continued monthly coordination meetings with BFI Waste Services and tracked service issues and planning expectations.

RECOMMENDATION: Note receipt and file.

IX. ROUNDTABLE / ANNOUNCEMENTS

X. FUTURE AGENDA ITEMS

XI. ADJOURNMENT

NEXT REGULARLY SCHEDULED COMMISSION MEETING TUESDAY, OCTOBER 25, AT 7:00 P.M.

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION at the City Attorney's office at the Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035.

E-mail: rpioroda@ci.milpitas.ca.gov

Fax 408/586-3030

Phone 408/586-3000

A free copy of the Open Government Ordinance is available from the City Clerk's Office or by visiting the City's website www.ci.milpitas.ca.gov Select Open Government Ordinance under

News Features

RASRAC July 26, 2005

Agenda Packet Materials

1. Agenda July 26, 2005
2. Unapproved Minutes for April 26, 2005
3. Item #1: 2003 Base Year Report
4. Item #2: Midtown Recycling Letter
5. Item #3: MMC: Chapter 6 Water Conservation
6. Item #4: Staff Activities:
 - a. June 25, 2005, HHW event advertising & doorhanger.
 - b. Neighborhood set-out notice.
 - c. Odor reporting/street sweeping doorhanger.
 - d. Single Stream Milestones Chart
 - e. Final draft of first single stream mailer (postcard)

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OCTOBER 25, 2005 7:00 P.M.
457 E. CALAVERAS BLVD, MILPITAS CA 95035
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IV. ANNOUNCEMENTS

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VI. OLD BUSINESS

1. SINGLE-STREAM PROGRAM UPDATE
2. 2003 BASE YEAR UPDATE

VII. NEW BUSINESS

1. ODOR MANAGEMENT
2. 2001, 2002, 2003 SUBTITLE D

VIII. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES

IX. ROUNDTABLE / ANNOUNCEMENTS

X. FUTURE AGENDA ITEMS

XI. ADJOURNMENT

VI. OLD BUSINESS

1. SINGLE-STREAM PROGRAM UPDATE

BACKGROUND: The single-stream recycling program is currently scheduled for March 2006. During calendar year 2005 and extending until program implementation, BFI/Allied will coordinate with residents for conversion from the three tub system to a single, wheeled cart. Residents may opt to keep the existing tubs or return them to BFI/Allied for reuse or recycling. Coordination continues with the following activities:

1) *Program Name & Cart Colors:* "Milpitas Recycles!" is the new name and blue carts w/gray lids are the new colors for the bins.

2) *Subscription Process:* Outreach for the new program has begun. A variety of outreach material including mailers, flyers, and postcards have been used to announce the new program, provide program information and obtain subscription information. The results of the subscription mailer indicate that about 28% of residential customers want the larger 96-gallon carts.

3) *Identification of Developments That Will Not Receive New Service:* BFI/Allied to determine and provide appropriate service alternatives for areas unable to accommodate wheeled carts due to site access and other constraints.

Single-stream can increase residential solid waste diversion due to ease of recycling (elimination of sorted recyclables). This program should help in the City's efforts to maintain the mandated 50% diversion rate.

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. 2003 BASE YEAR UPDATE

BACKGROUND: In May 2005, City staff submitted documentation to the state's Sustainability and Market Development Committee requesting a 53% diversion rate for the 2003 new base year. Additional information regarding biomass diversion credit for 2003 was also submitted that same month. At the July 19, 2005 California Integrated Waste Management Board approved the requested 53% diversion rate and granted an additional 1% for biomass diversion. The new 2003 diversion rate for Milpitas is 54%.

RECOMMENDATION: Discuss as needed. Note receipt and file.

VII. NEW BUSINESS

1. ODOR MANAGEMENT

BACKGROUND: City staff continues to provide quarterly odor updates to the City Council, with the most recent update occurring on October 4, 2005. Odor sources are primarily outside the City to the West. There are two weather stations in Milpitas currently providing weather data such as direction and wind speed. The locations are the City's Public Works building and Pump Station facility. The third station at the Recyclery building at Newby Island landfill is operated by BFI/Allied. This information is being accumulated by the City's consultant, CalRecovery, to analyze should an odor event occur.

Complaint information is collected from the Bay Area Air Quality Management District (BAAQMD) through the rapid notification e-mail system. Based upon BAAQMD's rapid notification complaint data, overall complaint levels are lower. The total amount of complaints

was 98 in October 2003 before the rapid notification started. From January to September 2004, there were 204 complaints or an average of 23 complaints per month. For the same period in 2005, there were 129 complaints or an average of 14 complaints per month.

Odor information continues to be made available to the public through the city's website, cable channel, radio and flyers which are distributed at the public counters at City Hall, Recreation Center and Public Works building.

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. 2001, 2002, AND 2003 SUBTITLE D

BACKGROUND: City pays for a share of the landfill costs associated with regulatory mandates imposed on Newby Island landfill. The City's share is based upon the city's tonnage disposal amount at the landfill. BFI/Allied's estimates for the years 2001, 2002 and 2003 was subject to verification and was determined to be generally reasonable based upon review by the City's consultant, Camp Dresser and McKee (CDM). Subtitle D costs were used during the 2005-2007 solid waste rate negotiations. A credit for about \$39,000 will be deducted from the amount applied to the 2008-09 solid waste rates.

RECOMMENDATION: Discuss as needed. Note receipt and file.

VIII. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES

BACKGROUND: Recent program work areas include the following:

- Promoted Pollution Prevention Week 2005 (Sept. 19 – 25) with attached flyer wrapped around thrown editions of the Sept. 8 edition of The Milpitas Post, with information posted on City media. The attached City of Milpitas Proclamation about P2Week and the city's environmental programs was declared on Sept. 6 and received by Chair Keith Walker at that City Council Meeting.
- Produced and mailed one announcement postcard and one mailer with a pre-paid postage response card offering selection of a 64 or 96-gallon recycling cart (both, attached). Almost 45% of single family households responded, 28% of respondents chose the 96-gallon cart. Households not responding will receive the 64-gallon cart.
- Provided leadership and participation to promote *Milpitas Recycles!* (single-stream recycling program starting March 13, 2006) at the City of Milpitas Harvest Festival on Saturday, Oct. 15. Demonstrated recycling cart sizes and updated program information (handout attached).
- Monitored Allied Waste Services leadership of the School Beautification Event at Curtner Elementary on October 22. Activities included planting trees and flowers, litter pick-up, and other clean-up tasks. City of Milpitas, BFI/Allied Waste Services and Curtner Elementary staff participated. The attached advertisement, including mention on KMLP-TV, 1620AM, and the City's website, invited all residents to attend. Milpitas Volunteer Partners provided approximately 50 volunteers, and the school also recruited volunteers.
- Promoted a free electronic waste recycling event sponsored by the Got Waste? Company at the Santa Clara County Fairgrounds Oct. 21 – 24 (flyer attached). Milpitas residents were advised of this drop-off event with an advertisement placed in the Oct. 20 Milpitas Post and via the City web site, KMLP, and 1620AM.

- Completed and mailed attached Commercial Recycling Program newsletter, which followed as a second phase to the summer mailing of “The Recycling Box” to potential new and retention customers.
- Concluded promotion of the Home Composting Education Program’s workshops for Milpitas residents through October. Introduced advertisement of free offer of one pound of Redworms to workshop attendees in July. Workshop attendance July – October increased 50% and 25 households received the free Redworms for vermicomposting.
- Monitored BFI/Allied’s administration of “mini-grants” offered to MUSD elementary school science specialists and middle school science teachers. Six teachers have received a total of \$3,100.00 this fall semester.
- Received \$17,663 in grant funding from the State Dept. of Conservation, Division of Recycling for appropriation at the October 4 City Council Meeting. Funds will be used to promote recycling of California Redemption Value bottles and cans to residents and in schools.
- Continued participation on City task force regarding code enforcement of solid waste and urban run off matters.
- Participated with representation at Technical Advisory Committee meetings.
- Participated with representation at Public Education Subcommittee meetings.
- Participated with representation at Household Hazardous Waste Subcommittee meetings.
- Continued monthly coordination meetings with Allied Waste Services and tracked service issues and planning expectations.

RECOMMENDATION: Note receipt and file.

IX. ROUNDTABLE / ANNOUNCEMENTS

X. FUTURE AGENDA ITEMS

XI. ADJOURNMENT

NEXT REGULARLY SCHEDULED COMMISSION MEETING TUESDAY, JANUARY 24, AT 7:00 P.M.

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government’s duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people’s business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people’s review. FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION at the City Attorney’s office at the Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035.

E-mail: rpioroda@ci.milpitas.ca.gov

Fax 408/586-3030

Phone 408/586-3000

A free copy of the Open Government Ordinance is available from the City Clerk’s Office or by visiting the City’s website www.ci.milpitas.ca.gov Select Open Government Ordinance under News Features

RASRAC October 25, 2005

Agenda Packet Materials

1. Agenda October 26, 2005
2. Unapproved Minutes for July 26, 2005
3. Item #1: October 2003 – October 2005 Odor Complaint Summary.
4. Item #2: Staff Activities:
 - a. Milpitas Yellow Pages Insert Reprint
 - b. Pollution Prevention Week Proclamation & Flyer
 - c. Milpitas Recycles Postcard & Cart Subscription Mailer
 - d. Curtner Elementary School Beautification Advertisement
 - e. Milpitas Recycles Flyer
 - f. Got E-Waste Advertisement & Flyer
 - g. Commercial Recycling Program Newsleter

**CITY OF MILPITAS
RECYCLING AND SOURCE REDUCTION ADVISORY COMMISSION
SPECIAL MEETING
NOVEMBER 18, 2005; 3:00 PM
301 CARL RD.
SUNNYVALE, CA 94089**

**For further information call Elizabeth Koo (408) 586-3353
CASUAL DRESS**

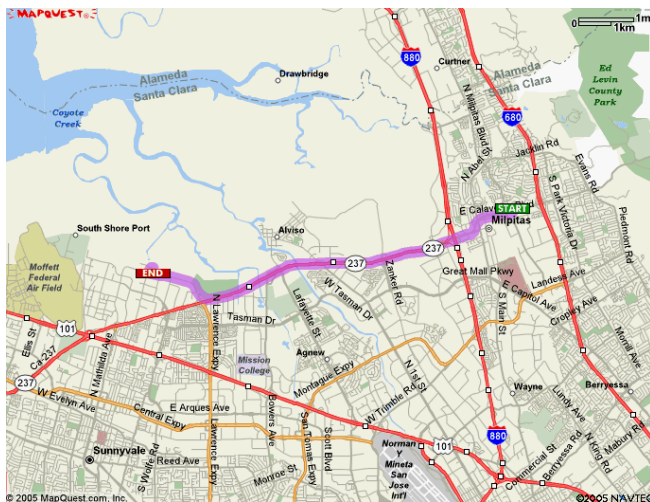
I. ROLL CALL

II. TOUR OF SUNNYVALE MATERIALS RECOVERY AND TRANSFER (SMaRT) STATION

III. ADJOURNMENT

Directions: From Milpitas City Hall

1. Go west on East Calaveras Boulevard/CA-237 West.
2. Take Caribbean Drive/Lawrence Expressway exit.
3. Take Caribbean Drive ramp.
4. Merge onto East Caribbean Drive.
5. Turn right onto North Borregas Avenue.
6. Turn slight right onto Carl Road.
7. Arrive on-site.



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